DOCUMENT RESUME

ED 250 034 JC 840 567

AUTHOR Lucas, John A.
TITLE Follow-Up of Occupational Students Enrolled at Harper College, 1982-1983. Volume XIII, No. 4.
INSTITUTION William Rainey Harper Coll., Palatine, Ill. Office of Planning and Research.
PUB DATE 1 Nov 84
NOTE 24p.
PUB TYPE Reports - Research/Technical (143) -- Tests/Evaluation .nstruments (160) -- Statistical Data (110)

EDRS PRICE MF01/PC01 Plus Postage.
DESCRIPTORS *College Graduates; Community Colleges; *Dropouts; *Education Work Relationship; *Employer Attitudes; *Employment Patterns; Followup Studies; Graduate Surveys; *Outcomes of Education; Questionnaires; Student Characteristics; Student Educational Objectives; Two Year Colleges; Vocational Education; Vocational Followup

ABSTRACT

In 1984, a follow-up study was conducted of degree-oriented, vocational students who were enrolled at William Rainey Harper College (WRHC) during 1982-83 and who were no longer enrolled in 1983-84. The study sample included 832 students who received a degree or certificate, 1,150 students who left WRHC before graduating, and 700 employers of students who were employed in a field related to their college major. Study findings, based on telephone interviews with 85.9% of the program completers, 62.4% of the program leavers, and 77.9% of the employers, included the following: (1) more than 80% of WRHC's occupational students became employed in their first year after leaving the college, and 68% found employment in fields related to their major; (2) 90% of the former students working in a field related to their major were rated as very good or good by their employers in the areas of technical knowledge work attitudes, work quality, and overall performance; (3) employers indicated that 55% of the former students were better prepared than other employees; (4) the average hourly rate earned by the former students was $8.60 per hour, with students who remained in their field earning an average of $1.60 per hour more; and (5) more than half of the students found their jobs either before coming to WRHC or while enrolled. The interview schedules are appended. (Author/LAL)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

Volume XIII - No. 4
November 1, 1984

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

J. Lucas

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

U.S. DEPARTMENT OF EDUCATION
NATIONAL INSTITUTE OF EDUCATION
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

☐ This document has been reproduced as received from the person or organization originating it.

☒ Minor changes have been made to improve reproduction quality.

• Points of view or opinions stated in this document do not necessarily represent official NIE position or policy.

ED250034

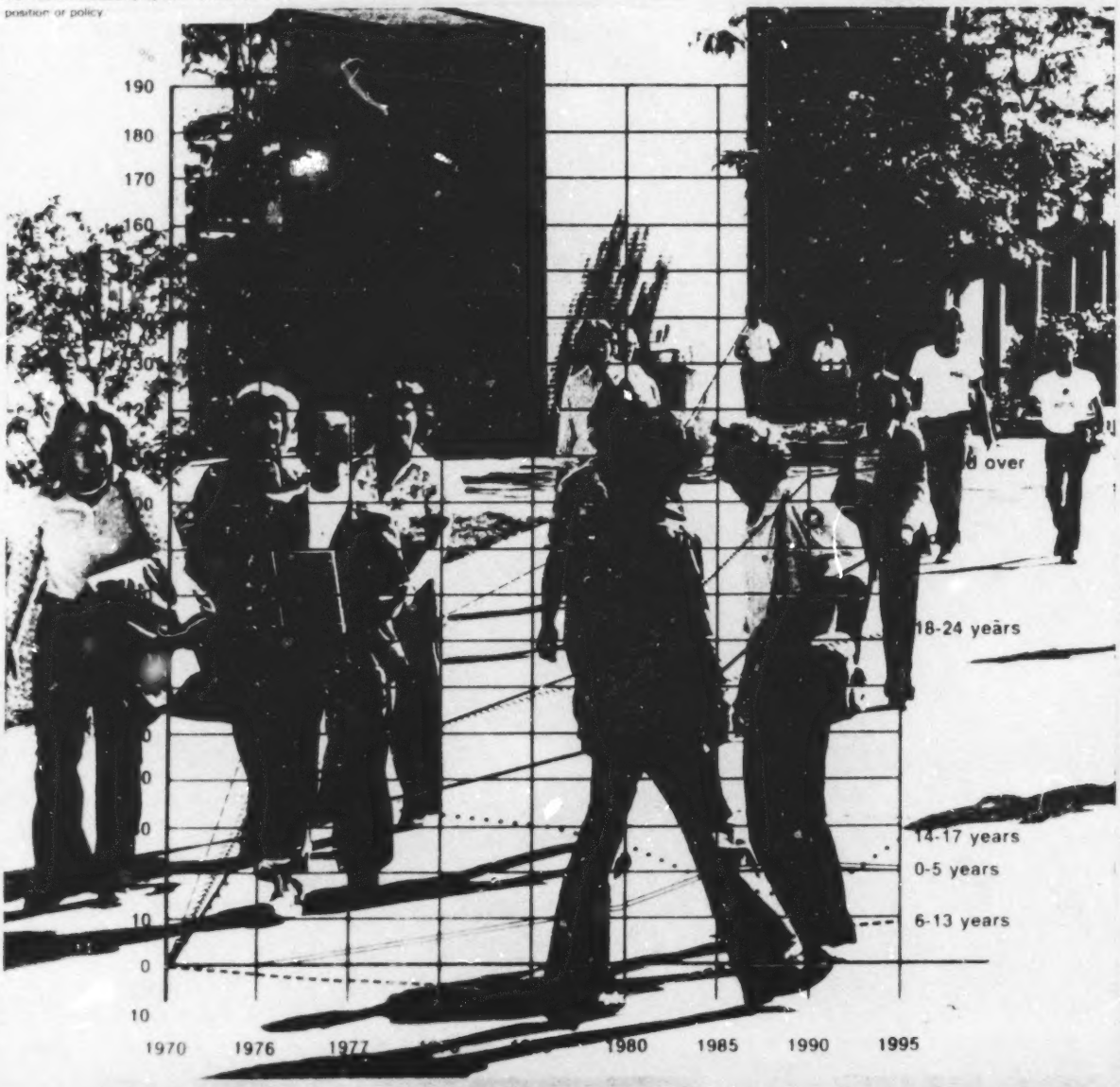
JC 840 567

William Rainey Harper College

Follow-up of Occupational Students Enrolled at Harper College, 1982-1983

John A. Lucas
Director

Office of Planning and Research



ABSTRACT

FEDERAL AND STATE AGENCIES REQUIRED THAT HARPER FOLLOW UP ON ALL OF ITS OCCUPATIONAL STUDENTS ENROLLED IN 1982-1983 WHO WERE INTENDING TO ACHIEVE A DEGREE OR CERTIFICATE AND WHO WERE NOT ENROLLED DURING THE 1983-1984 YEAR. EMPLOYER FOLLOW-UP SURVEYS WERE REQUIRED ON ALL WHO WERE EMPLOYED IN A FIELD RELATED TO THEIR MAJOR AT HARPER. ALMOST 2,000 STUDENTS WERE SURVEYED AND 700 EMPLOYERS WERE CONTACTED. A 72 PERCENT RESPONSE RATE WAS OBTAINED FROM THE FORMER STUDENTS AND A 78 PERCENT RESPONSE WAS OBTAINED FROM THE EMPLOYERS.

ANALYSIS OF THE RESULTS INDICATED THAT MORE THAN 80 PERCENT OF HARPER'S OCCUPATIONAL STUDENTS BECOME EMPLOYED IN THEIR FIRST YEAR AFTER LEAVING HARPER AND TWO THIRDS OF THEM FIND EMPLOYMENT IN FIELDS RELATED TO THEIR MAJOR AT HARPER. EMPLOYERS WERE ASKED TO RATE THIS LATTER GROUP AS TO THEIR PERFORMANCE ON THE JOB. IMPORTANTLY, 90 PERCENT OF THESE FORMER HARPER STUDENTS WERE RATED BY THEIR EMPLOYERS AS VERY GOOD OR GOOD AS TO TECHNICAL KNOWLEDGE, WORK ATTITUDES, WORK QUALITY, AND OVERALL PERFORMANCE. MOREOVER, THESE EMPLOYERS SAID THAT 55 PERCENT OF THESE FORMER HARPER STUDENTS WERE BETTER PREPARED THAN OTHER EMPLOYEES. ONLY 4 PERCENT OF FORMER HARPER STUDENTS WERE JUDGED TO BE LESS PREPARED THAN OTHER EMPLOYEES.

THE AVERAGE HOURLY RATE EARNED BY FORMER HARPER STUDENTS EMPLOYED WAS $8.60 PER HOUR ($17,900/YEAR). STUDENTS WHO REMAINED IN THEIR FIELD EARNED ON THE AVERAGE $1.60 MORE PER HOUR. INTERESTINGLY, MORE THAN HALF OF THESE FORMER HARPER OCCUPATIONAL STUDENTS FOUND THEIR PRESENT JOBS EITHER BEFORE COMING TO HARPER OR WHILE ENROLLED AT HARPER. DESPITE THIS, THE PRIMARY GOAL GIVEN BY 63 PERCENT OF THESE FORMER STUDENTS FOR ENROLLING AT HARPER WAS TO OBTAIN SKILLS FOR A NEW OR DIFFERENT JOB. ONLY 23 PERCENT HAD AS THEIR PRIMARY GOAL TO IMPROVE SKILLS ON THEIR PRESENT JOB.

LESS THAN 3 PERCENT OF THE STUDENTS SURVEYED WERE UNEMPLOYED AND SEARCHING FOR EMPLOYMENT. THERE WERE, HOWEVER, 15 PERCENT WHO WERE UNEMPLOYED BY CHOICE.

TABLE OF CONTENTS

I. Purpose 1

II. Population Surveyed 1

III. Methodology 2

IV. Discussion of Results 2

V. Major Conclusions 3

VI. Demographic Profile

A. Sex 4

B. Ethnic Category 4

C. Special Needs 4

VII. Response to Occupational Survey

A. Main Objective for Enrolling at Harper 5

B. Reason for Leaving 5

C. Present Educational Status 5

D. Present Employment Status 5

E. Reason Not Seeking Employment 5

F. Relationship of Present Employment to Occupational Field at Harper 6

G. If present job is not related to field at Harper, had they been employed in a related job before 6

H. Reason Present Job is Not Related to Field at Harper 6

I. When Respondent Began Working at Present Job 6

J. Location of Primary Place of Employment 6

K. Hourly Wage or Salary 7

L. Employer Rating of Employee 8

M. Relative Rating Comparing Harper Former Students to Other Employees 8

VIII. Appendix 9

Purpose

An agreement of the Illinois Community College Board (ICCB) with the Federal Vocational Education Data System (VEDS) and the Illinois State Board of Education Department of Adult, Vocational and Technical Education (ISBE/DAVTE) requires that every community college in Illinois conduct a follow-up study of its vocational students every five years. This requirement provides a prescribed format and also a follow-up of employers. Harper was required to follow up its 1983-1984 vocational students and this report summarizes the findings of this study.

Population Surveyed

All students enrolled at Harper during the 1982-1983 academic year who had declared a major in a vocational field and whose primary intent was to get a degree or certificate at Harper were selected. Students who had not graduated and who were enrolled at Harper either in the fall of 1983 or spring of 1984 were not included. Students who received a certificate or degree that year were classified as "completers" while those who failed to return to Harper before graduating were called "leavers". Those in the survey who were employed in a field related to their major at Harper were selected for the follow-up survey of employers. The following table shows the number of students in each category and the survey response rates that were achieved.

Follow-up Response Rate

Follow-Up Population	N
Completers	832
Deceased	2
Leavers	1150
TOTAL	1984

	Completers		Leavers		Completers & Leavers	
	N	PCT	N	PCT	N	PCT
Follow-Up Survey Respondents	715	85.9	718	62.4	1433	72.3
Follow-Up Survey Non-Respondents	117	14.1	432	37.6	549	27.7
TOTAL	832	100	1150	100	1982	100

Employer Follow-Up Response Rate

	N	PCT
Survey Respondents	545	77.9
Survey Non-Respondents	155	22.1
Total Eligible for Employer Survey	700	100

Methodology

Basic demographic information on each student was gathered from the computer student data files. The follow-up survey itself was conducted over the telephone by staff of the Office of Planning and Institutional Research. Phone calls were placed until the student was reached or evidence indicated the student couldn't be reached by telephone. Students not reached by telephone were mailed a survey. A different format (see appendix) was used for the "completers" and the "leavers".

Employers were surveyed when the student was employed in a field related to his or her major at Harper. First a survey instument (see appendix) was mailed to the employer and then a month later the non-respondents were followed up by phone. Phone calls were placed until someone was contacted at the place of employment who knew the former student's work.

Responses from both the students and employers follow-up surveys were punched on cards and sent to the State. The State then provided a computer generated tally of these responses. The results reported herein are based on this tally.

Discussion of Results

Some 40 percent of the target population was male. This compares with a college wide figure that shows 45 percent of the degree credit student body as male. Also 7½ percent of the target population are of minority ethnic background as compared to 6.3 percent minority population in Harper's district according to the 1980 census.

Almost one out of every four students surveyed were classified as special needs students. This means they are physically handicapped, educationally disadvantaged, of limited English speaking ability or economically disadvantaged. Almost two-thirds of the special needs students fall into the latter category.

Among the primary goals of the students surveyed, 63 percent were at Harper to obtain skills for a new or different job while 23 percent were enrolled to improve their skills on their present job. Those planning to transfer (even though they had a career major) accounted for 7 percent of the population while 4 percent were searching for a career and 3 percent were enrolled for their own personal development.

The follow-up information revealed that 26 percent of the target population had transferred to another college one year after leaving Harper. Long term follow-up studies show that after 6 years nearly half of the Harper alumni with vocational majors will eventually transfer to another college. In this study three-fourths of those who did transfer remained in the same career field.

The follow-up information also revealed that 70 percent of these former occupational students are now employed full-time. Only 3 percent are unemployed and seeking employment. Among the 14½ percent who are unemployed by choice, 60 percent are full-time students and one-fourth are full-time homemakers. Of the 82 percent who were employed either full or part time, over two thirds were employed in fields related to their major at Harper. Close to 63 percent who left their field did so by choice.

One-half of the jobs presently held by these former Harper students were obtained either before or while they were enrolled at Harper. Some 52 percent of the jobs held by these students are located in the Harper district.

The average hourly wage or salary rate of these former Harper students was $8.60 per hour which eguals $17,900 per year. It should be noted that those who remain in the same field earn more than those who leave their field ($9.05/hr. vs $7.45/hr.). Also those who work full time earn more per hour than those employed part time ($8.89/hr. vs $7.06/hr.).

Employers, when asked to rate the effectiveness of former Harper occupational students, judged 90 percent of them to be good or very good as to technical knowledge, work attitudes, work quality and overall performance. Moreover, when the employers were asked to compare these former Harper occupational students with other employees, almost 55 percent of the former Harper students were judged to be better prepared. Only 4 percent of these former Harper students were rated as less well prepared than other employees.

Major Conclusions

More than 80 percent of Harper's occupational students become employed in their first year after leaving Harper and two-thirds of them find employment in fields related to their major at Harper. Employers were asked to rate this latter group as to their performance on the job. Importantly, 90 percent of these former Harper students were rated by their employers as very good or good as to technical knowledge, work attitudes, work quality and overall performance. Moreover, these employers said that 55 percent of these former Harper students were better prepared than other employees. Only 4 percent of former Harper students were judged to be less prepared than other employees.

The average hourly rate earned by former Harper students was $8.60 per hour ($17,900/year). Students who remained in their field earned on the average $1.60 more per hour. Interestingly, over half of these former Harper occupational students found their present job either before coming to Harper or while enrolled at Harper. Despite this, the primary goal given by 63 percent of these former students for enrolling at Harper was to obtain skills for a new or different job. Only 23 percent had as their primary goal to improve skills on their present job.

Less than 3 percent of the population surveyed were unemployed and searching for employment. There were, however, 15 percent who were unemployed by choice.

DEMOGRAPHIC PROFILE
OF OCCUPATIONAL FOLLOW-UP POPULATION

SEX	N	PCT
Male	787	39.7
Female	1197	60.3
TOTAL	1984	100

ETHNIC CATEGORY		
Asian	63	3.2
American Indian	2	.1
Black	29	1.4
Hispanic	55	2.8
White	1835	92.5
TOTAL	1984	100

SPECIAL NEEDS		
No special needs	1497	75.5
Handicapped only	96	4.8
Handicapped & Disadvantaged	24	1.2
Limited English	2	.5
Disadvantaged	358	18.0
TOTAL	1984	100

RESPONSE TO OCCUPATIONAL FOLLOW-UP SURVEY

MAIN OBJECTIVE FOR ENROLLING AT HARPER	N	PCT
Obtain skills for new or different job	905	63.3
Improve skills for present job	333	23.3
Explore courses to decide on career	57	4.0
Take coursework to transfer to another college	95	6.6
Personal interest or self development	40	2.8
TOTAL	1430	100

REASON FOR LEAVING		
Temporarily discontinued but plan to re-enroll later	347	49.2
Completed courses desired and achieved objectives	157	22.3
Changed career objectives	102	14.5
Was not satisfied with program	25	3.5
Did not consider myself enrolled in the program	7	1.0
Other	67	9.5
TOTAL	705	100

PRESENT EDUCATIONAL STATUS		
Not enrolled in college	1053	73.8
Enrolled in field of study related to field at Harper	284	19.9
Enrolled in field of study unrelated to field at Harper	90	6.3
TOTAL	1427	100

PRESENT EMPLOYMENT STATUS		
Employed full-time	995	69.4
Employed part-time	180	12.6
Full-time military service	10	.7
Unemployed/seeking employment	42	2.9
Unemployed/not seeking employment	206	14.4
TOTAL	1433	100

REASON NOT SEEKING EMPLOYMENT		
Full-time student	127	60.8
Full-time homemaker	52	24.9
Health disability	9	4.3
Family responsibilities	13	6.2
Other	8	3.8
TOTAL	209	100

RESPONSE TO OCCUPATIONAL FOLLOW-UP SURVEY (continued)

RELATIONSHIP OF PRESENT EMPLOYMENT TO OCCUPATIONAL FIELD AT HARPER	Completers N	Completers PCT	Leavers N	Leavers PCT	All N	All PCT
Related	507	86.2	296	57.4	803	68.4
Not Related	81	13.8	220	42.6	371	31.6
TOTAL	588	100	516	100	1174	100

IF PRESENT JOB IS NOT RELATED TO FIELD AT HARPER, HAD THEY BEEN EMPLOYED IN A RELATED JOB BEFORE	N	PCT
Yes	65	17.9
No	298	82.1
TOTAL	363	100

REASON PRESENT JOB IS NOT RELATED TO FIELD AT HARPER		
Preferred to work in another field	229	63.1
Could not find a job in field of preparation	125	34.4
Preferred not to move to a new location	9	2.5
TOTAL	363	100

WHEN RESPONDENT BEGAN WORKING AT PRESENT JOB		
Before entering Harper's program	334	28.5
While enrolled at Harper	265	22.6
After leaving Harper	573	48.9
TOTAL	1172	100

LOCATION OF PRIMARY PLACE OF EMPLOYMENT		
Within Harper's district	603	52.3
Outside district but in Illinois	511	44.3
Outside Illinois	40	3.4
TOTAL	1154	100

RESPONSE TO OCCUPATIONAL FOLLOW-UP SURVEY (continued)

HOURLY WAGE OR SALARY	COMPLETERS		LEAVERS		ALL	
	Employed in related field	All	Employed in related field	All	Employed in related field	All
Full-time: N	351	418	180	304	531	722
Minimum	$ 2.01	$ 2.01	$ 3.35	$ 2.01	$ 2.01	$ 2.01
Maximum	$20.00	$30.00	$24.52	$28.84	$24.52	$30.00
Average	$ 9.09	$ 9.01	$ 9.52	$ 8.72	$ 9.24	$ 8.89
Part-time: N	64	86	22	51	86	137
Minimum	$ 3.35	$ 3.00	$ 3.75	$ 2.00	$ 3.35	$ 2.00
Maximum	$10.90	$10.90	$35.00	$35.00	$35.00	$35.00
Average	$ 7.60	$ 7.05	$ 8.86	$ 7.09	$ 7.92	$ 7.06
All Employed: N	415	504	202	355	617	859
Minimum	$ 2.01	$ 2.01	$ 3.35	$ 2.00	$ 2.01	$ 2.00
Maximum	$20.00	$30.00	$35.00	$35.00	$35.00	$35.00
Average	$ 8.86	$ 8.68	$ 9.45	$ 8.49	$ 9.05	$ 8.60

RESPONSE TO OCCUPATIONAL EMPLOYER FOLLOW-UP SURVEY

EMPLOYER RATING OF EMPLOYEE ON:	Completers N	Completers PCT	Leavers N	Leavers PCT	All N	All PCT
Technical Knowledge						
Very Good	159	46.8	75	44.1	242	45.5
Good	142	41.7	82	48.2	235	44.2
Neutral	37	10.9	12	7.1	51	9.6
Poor	2	.6	1	.6	4	.7
Very Poor	0	0	0	0	0	0
Work Attitude						
Very Good	232	68.2	110	64.7	358	66.6
Good	78	22.9	44	25.9	132	24.5
Neutral	23	6.8	14	8.2	39	7.2
Poor	7	2.1	2	1.2	9	1.7
Very Poor	0	0	0	0	0	0
Work Quality						
Very Good	201	59.1	100	58.8	312	58.1
Good	108	31.8	59	34.7	181	33.7
Neutral	29	8.5	10	5.9	41	7.6
Poor	2	.6	1	.6	3	.6
Very Poor	0	0	0	0	0	0
Overall Rating						
Very Good	153	45.0	74	43.5	231	43.9
Good	153	45.0	80	47.1	244	46.4
Neutral	31	9.1	15	8.8	47	8.9
Poor	2	.6	1	.6	3	.6
Very Poor	1	.3	0	0	1	.2
RELATIVE RATING COMPARING HARPER FORMER STUDENTS TO OTHER EMPLOYEES						
Harper graduate or former student is better prepared than other employees.	184	54.1	100	58.8	294	54.8
Harper graduate or former student is prepared about the same as other employees.	80	23.5	26	15.3	113	21.0
Harper graduate or former student is less well prepared than other employees.	15	4.4	5	2.9	21	3.9
No basis for comparison.	61	18.0	39	23.0	109	20.3

APPENDIX

Illinois Community College Board

STANDARDIZED ITEMS TO BE USED IN THE
ILLINOIS PUBLIC COMMUNITY COLLEGE STUDENT OCCUPATIONAL FOLLOW-UP SURVEY

Name: _____

Address: _____

_____

Social Security Number: _____

Telephone Number: _____

College records indicate you _____ Completed _____ Left Without Completing the following program:

Title of Program _____

Term Completed or Left _____

Total Program Hours Completed _____

Please correct any errors and fill in any missing information in the address or program information presented above before completing the following questions.

* *

A. What was your main objective in attending our college? (Select Only One)

_____ 1. Obtain skills needed for entry into new or different job
_____ 2. Improve skills needed in present job
_____ 3. Explore courses to decide on a career
_____ 4. Take coursework for transfer to another college
_____ 5. Personal interest or self-development

B. If you did not complete the program for which you were enrolled, please check the one response which best describes your reason for not continuing your enrollment in the program. (If you completed the program, please skip this question.)

_____ 1. Temporarily discontinued enrollment, but plan to re-enroll later and complete the program in which enrolled
_____ 2. Completed the courses desired and achieved objectives
_____ 3. Changed career objectives and do not plan to re-enroll in the same program
_____ 4. Was not satisfied with the program
_____ 5. Did not consider myself enrolled in the program
_____ 6. Other reasons (Please specify) _____

_____

_____

C. What is your present educational status?

_____ 1. Not enrolled in college
_____ 2. Enrolled in field of study related to previous community college program
_____ 3. Enrolled in field of study unrelated to previous community college program

D. What is your present employment status?

_____ 1. Employed full-time
_____ 2. Employed part-time
_____ 3. Full-time military service
_____ 4. Unemployed, seeking employment
_____ 5. Unemployed, not seeking employment (Indicate reason below)

_____ a. Full-time student
_____ b. Full-time homemaker
_____ c. Health disability
_____ d. Family responsibilities
_____ e. Other (Please specify) _____
_____

* *

IF YOU ARE UNEMPLOYED OR IN THE MILITARY FULL-TIME, THIS COMPLETES THE SURVEY.
THANK YOU VERY MUCH FOR HELPING US.
PLEASE RETURN THE SURVEY IN THE ENVELOPE PROVIDED.

* *

PLEASE COMPLETE THE REST OF THE SURVEY ONLY IF YOU ARE EMPLOYED.

* *

E. How closely is your present job related to your former college program?

_____ 1. Related (Go directly to Question F)
_____ 2. Not related (Please answer Questions E-1 and E-2 before going to Question F)

ANSWER ONLY IF YOU RESPONDED "NOT RELATED" TO QUESTION E

E-1 If your present job is not related, have you been employed in a job related to the program <u>since leaving the college</u>?

_____ 1. Yes
_____ 2. No

E-2 If your present job is not related to your college program, please check the <u>best</u> reason why.

_____ 1. Preferred to work in another field
_____ 2. Could not find a job in the field of preparation
_____ 3. Preferred not to move to a new locality

F. On the average, how many hours do you work each week? (Do not include overtime)

|__|__| Hours per week

G. What is your present hourly salary before deductions? (Include commission but not overtime pay)

$|__|__|.|__|__| Per Hour

NOTE: If you are employed full-time and do not know your hourly salary, you can use the following guide to convert your salary:

WEEKLY SALARY	divided by	40	=	Salary Per Hour
MONTHLY SALARY	divided by	173	=	Salary Per Hour
ANNUAL SALARY	divided by	2,080	=	Salary Per Hour

H. When did you begin working in your present job?

_____ 1. Before entering the college program
_____ 2. While enrolled in the college program
_____ 3. After leaving the college program

I. Where is the location of your primary place of employment?

_____ 1. Within the community college district
_____ 2. Outside the community college district, but in Illinois
_____ 3. Outside Illinois

Please provide the following information:

Name of Employer: _____

Your Job Title: _____

Your Job Duties: _____

_____

_____

Name and business address of immediate supervisor:

_____

_____

_____

* * * *

Illinois Community College Board

STANDARDIZED ITEMS TO BE USED IN THE
ILLINOIS PUBLIC COMMUNITY COLLEGE EMPLOYER OCCUPATIONAL FOLLOW-UP SURVEY

Employee's Name: _____

Employee's Social Security Number: _____

Community College Program: _____

INSTRUCTIONS: Please answer the following questions and return this form in the enclosed pre-addressed stamped envelope.

A. VOCATIONAL TRAINING EVALUATION

Please rate the vocational training received by the individual in each of the following areas:

	Very Good (1)	Good (2)	Neutral (3)	Poor (4)	Very Poor (5)
1. Technical Knowledge	☐	☐	☐	☐	☐
2. Work Attitude	☐	☐	☐	☐	☐
3. Work Quality	☐	☐	☐	☐	☐

B. OVERALL RATING

Check the overall rating of the vocational training received by this individual as it relates to the requirements of his or her job:

Very Good (1)	Good (2)	Neutral (3)	Poor (4)	Very Poor (5)
☐	☐	☐	☐	☐

C. RELATIVE PREPARATION

As a result of this person's vocational training, please rate his or her preparation in relation to other employees in the work group who did not receive such training:

- ☐ (1) Individual is better prepared
- ☐ (2) Individual is same as other employees
- ☐ (3) Individual is less prepared
- ☐ (4) No basis for comparison

D. COMMENTS

* *

Employer: _____

Person Completing Survey: _____

Telephone: ( ) _____

* *

THANK YOU FOR HELPING US.
PLEASE RETURN THIS FORM IN THE ENCLOSED ENVELOPE.

STATEWIDE OCCUPATIONAL FOLLOW-UP STUDY
FS CARD FORMAT

ITEM	CARD COLUMN	FIELD LENGTH	SUBJECT
1	1-2	2	Card Type: FS
2	3-5	3	District Number: Three-digit numeric
3	6-7	2	Campus Number: Two-digit numeric, precede with zero (01 for single campus districts)
4	8-16	9	Social Security Number/Student Identifier: Nine-digit number
5	17-18	2	Fiscal Year of Completion: Enter 83 for Fiscal Year 1983 completers or leavers who are surveyed during 1984. The year of completion is always the year before the survey is conducted.
6-7			Student Curriculum
(6)	19-23	5	Curriculum Prefix: Alpha/numeric five-digit, left justified. Must be identical to curriculum prefix as shown on the ICCB Curriculum Master File.
(7)	24-27	4	Curriculum Number: Alpha/numeric four-digit, left justified. Must be identical to curriculum prefix as shown on the ICCB Curriculum Master File.
8	28-29	2	Program Hours Completed: Enter the total number of semester hours completed by the former student in the program of study. If not available on school records, obtain from program information on survey form. Complete only for program leavers. Leave blank for program completers.
9	30	1	Sex: 1 - Male 2 - Female
10	31	1	Ethnic/Racial Classification: 1 - Asian or Pacific Islander 2 - American Indian or Alaskan Native 3 - Black Non-Hispanic 4 - Hispanic 5 - White Non-Hispanic

STATEWIDE OCCUPATIONAL FOLLOW-UP STUDY
FS CARD FORMAT
(Continued)

ITEM	CARD COLUMN	FIELD LENGTH	SUBJECT
11	32	1	Program Level: Code "2" for everyone.
12	33	1	Student's Status: 1 - Completer* 2 - Deceased 3 - Leaver**
13	34	1	Special Needs Classification: 1 - Not special needs student 2 - Handicapped only 3 - Handicapped and disadvantaged 4 - Limited English proficiency only 5 - Disadvantaged only 6 - Handicapped and limited English proficiency
14	35	1	Instructional Approach: 1 - Cooperative Education Enrollment 2 - All other
15	36	1	Reply to Follow-up Survey: 1 - Follow-up not required*** 2 - Reply received 3 - No reply received

*Completer of an occupational program refers to a student who finished a planned sequence of courses, services, or activities designed to meet a vocational occupation objective that taught entry-level job skills. This person must have met all requirements of the institution for program completion whether or not he or she graduated from the institution.

**Leaver refers to anyone who was enrolled in and attended a program of vocational education and has left the program without completing it and is not known to be continuing in vocational education. Also included are persons who leave the program voluntarily before its formal completion because they have acquired sufficient entry-level occupational preparation to work in the field and who have taken jobs related to their fields of training. Any leaver should be reported as a leaver with respect to the reporting year in which he/she was last enrolled. Students who did not return to enroll in the institution for two consecutive semesters or three consecutive quarters or who notified the institution of intent not to enroll again in that institution prior to program completion are counted as leavers.

***See Card Format Item 28 for valid reasons for not requiring survey.

STATEWIDE OCCUPATIONAL FOLLOW-UP STUDY
FS CARD FORMAT
(Continued)

STUDENT SURVEY DATA

ITEM	CARD COLUMN	FIELD LENGTH	SUBJECT
16	37	1	Objective for Attending College (Item "A" on Survey): 1 - Obtain skills needed for entry into new or different job 2 - Improve skills needed in present job 3 - Explore courses to decide on a career 4 - Take coursework for transfer to another college 5 - Personal interest or self-development Blank - No response to this item
17	38	1	Reason for Leaving Program Before Completion (Item "B" on Survey): 1 - Temporarily discontinued enrollment, but plan to re-enroll later and complete the program in which enrolled 2 - Completed the courses desired and achieved objectives 3 - Changed career objectives and do not plan to re-enroll in the same program 4 - Was not satisfied with the program 5 - Did not consider myself enrolled in program 6 - Other Blank - No response to this item
18	39	1	Present Educational Status (Item "C" on Survey): 1 - Not enrolled in college 2 - Enrolled in field of study related to previous community college program 3 - Enrolled in field of study unrelated to previous community college program Blank - No response to this item
19	40	1	Present Employment Status (Item "D" on Survey): 1 - Employed full-time 2 - Employed part-time 3 - Full-time military service 4 - Unemployed, seeking employment 5 - Unemployed, not seeking employment Blank - No response to this item

STATEWIDE OCCUPATIONAL FOLLOW-UP STUDY
FS CARD FORMAT
(Continued)

ITEM	CARD COLUMN	FIELD LENGTH	SUBJECT
20	41	1	Reason for "not seeking employment" (Response to the 5 categories, a-e, listed under Item "D', Choice "5," of the Survey): 1 - a. Full-time student 2 - b. Full-time homemaker 3 - c. Health disability 4 - d. Family responsibilities 5 - e. Other 9 - No response to this item because respondent did not check Choice "5" on Item "D" Blank - No response to this item, although respondent checked Choice "5" on Item "D"
21	42	1	Relationship of Present Job to Community College Program (Item "E" on Survey): 1 - Related 2 - Not related Blank - No response to this item
22	43	1	Relationship of Previous Job (Item "E-1" on Survey): 1 - Yes 2 - No 9 - No response to this item because respondent checked Choice 1 on Item "E" Blank - No response to this item, although respondent checked Choice "2" on Item "E"
23	44	1	Reason Why Present Job is Not in Related Field (Item "E-2" on Survey): 1 - Preferred to work in another field 2 - Could not find a job in the field of preparation 3 - Preferred not to move to a new locality 9 - No response to this item because respondent checked Choice "1" on Item "E" Blank - No response to this item, although respondent checked Choice "2" on Item "E"

STATEWIDE OCCUPATIONAL FOLLOW-UP STUDY
FS CARD FORMAT
(Continued)

ITEM	CARD COLUMN	FIELD LENGTH	SUBJECT
24	45-46	2	Hours Worked Per Week (Item "F" on Survey): Two-digit numeric field use 00-99. For those reporting less than 10, precede with zero Blank - No response to this item
25	47-50	4	Hourly Salary (Items "G" and "F" on Survey): Four-digit numeric field 99V99 - 2 decimal places. For respondents reporting $$$ per "hour," enter amount reported. If respondent reports for any other payment period, hour salary must be calculated. Blank - No response to this item
26	51	1	Beginning of Present Job (Item "H" on Survey): 1 - Before entering the college program 2 - While enrolled in the college program 3 - After leaving the college program Blank - No response to this item
27	52	1	Location of Employment (Item "I" on Survey): 1 - Within the community college district 2 - Outside the community college district 3 - Outside Illinois Blank - No response to this item and location could not be determined from employer information provided at end of Survey
28	53	1	Reason Follow-up Was Not Required: Enter code only if Item 14 of the card format was coded "1" 1 - Deceased student 2 - Course enrollee 3 - Correctional center student

STATEWIDE OCCUPATIONAL FOLLOW-UP STUDY
FS CARD FORMAT
(Continued)

EMPLOYER SURVEY DATA

ITEM	CARD COLUMN	FIELD LENGTH	SUBJECT
29	54	1	Employer's Reply to Follow-up Survey: 1 - Follow-up not required 2 - Reply received 3 - No reply received

For the next four (4) items, use these codes (responses to Item "A" and "B" of Employer Follow-up Survey:

1 - Very Good
2 - Good
3 - Neutral
4 - Poor
5 - Very Poor
Blank - No response to item

30	55	1	Technical Knowledge
31	56	1	Work Attitude
32	57	1	Work Quality
33	58	1	Overall Rating (Item "B" on Employer Follow-up Survey):
34	59	1	Relative Preparation of Student (Item "C" on Employer Follow-up Survey): 1 - Individual is better prepared 2 - Individual is same as other employees 3 - Individual is less prepared 4 - No basis for comparison
35	60-79		DO NOT USE
36	80	1	Update Code: A - Add C - Change D - Delete

Operational Research Staff

Janice Cook, Secretary

Linda Ponce
Karla Hill
Jean Ray
Jean Schneider
Penny Jacobs
Joy Wickenbach

ERIC Clearinghouse for Junior Colleges
8118 Math-Sciences Building
University of California
Los Angeles, California 90024

NOV 30 1984